IMT Training

- Objective:
  - Develop a Computer Based Training (CBT) to outline the features contained within the IMT Viewer. The objectives of this course are:
    1. To provide knowledge about the Information Management Tool (IMT).
    2. To provide knowledge about the PureEdge Viewer that displays an IMT.
    3. To provide the basic skills to use an IMT.
    4. To provide the skills to Fill, Save, Print, and Email an IMT.

- Status/Schedule:
  - Currently being used, available via the e-Publishing Website for download.

- Issues:
  - None

Chloé A. Anderson

e-Publishing

U.S. AIR FORCE

| | INFORMATION MANAGEMENT TOOL
Viewer Training Course | |

OPR: AFDPO/PPX
Bolling AFB DC 20332-5000

ENTER

IMT Training

- Objective:
  - Provide IMT Designer Software Training to Major Commands, FOA, DRU and ANG forms designers. The objectives of this course are:
    1. Design an IMT
    2. Place input and layout items on an IMT
    3. Format items on the IMT
    4. View and test an IMT
    5. Modify item properties
    6. Apply intelligence with mathematical and logical formulas
    7. Create and use items from the Object Library

Chloé A. Anderson
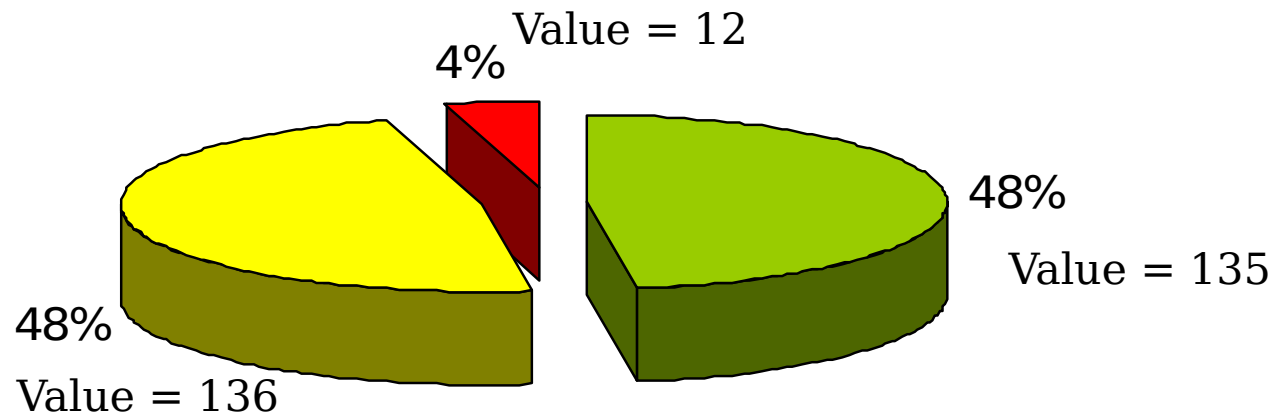
IMT Training

- **Status/Schedule**
  - Conducting 27 training classes
    - 12 Host Locations - AFDPO, AFRC, AETC, AFOTEC, PACAF, AFSOC, AMC (Fairchild/McConnell), USAFE, AFSPC, ACC and AFPC
    - Class Length 3 ½ days (Monday & Friday afternoon travel days)
    - Classes began 9 September and will end 13 December 2002
    - (Graphic) Students trained/not trained/no shows

- **Issues:**
  - Cancellations and No Shows

IMT Training Schedule

Sep 9-13	AFDPO - Washington, D.C.-Vandre Hylton
	AFRC - Warner Robins, GA-Betty Wilkins
	AFRC - Warner Robins, GA-Chloe Anderson
Sep 16-20	AFDPO - Washington, D.C.-Vandre
	AFRC - Warner Robins, GA-Betty
	AFRC - Warner Robins, GA-Chloe
Sep 23-27	AFDPO - Washington, D.C.-Vandre
	AFRC - Warner Robins, GA-Betty
	AFRC - Warner Robins, GA-Chloe
Sep 30-Oct 4	AFDPO - Washington, D.C.-Vandre
	AETC - San Antonio, TX-Chloe
	AFOTEC, Albuquerque, NM-Betty
Oct 7-11	AFDPO - Washington, D.C.-Vandre
	PACAF - Hickam, HI-Betty
Oct 21-25	AFDPO - Washington, D.C.-Vandre
	AFSOC - Hurlburt Field, FL-Chloe
	AMC (McConnell) - Wichita, KS-Betty
Oct 28-Nov 1	AFDPO - Washington, D.C.-Vandre
	AFSOC - Hurlburt Field, FL-Chloe
	AFSPC - Colorado Springs, CO-Betty
Nov 4-8	AFDPO -Washington, D.C.-Vandre
	ACC - Hampton, VA-Betty
	USAFE - Ramstein AFB-Germany-Chloe
Nov 18-22	AFPC - San Antonio, TX-Betty
Dec 9-13	AFDPO - Washington, D.C.-Vandre
	AMC (Fairchild) - Spokane, WA-Chloe
	AFPC - San Antonio, TX-Betty

IMT Designer Software Training 2002

Value = 12
4%

48%
Value = 135

48%
Value = 136

Students Trained
Students not Trained
Cancellations/No Shows

Total Training Slots = 283